

CITY OF HAYWARD

AGENDA REPORT

AGENDA DATE 05/20/03

AGENDA ITEM 2

WORK SESSION ITEM _____

TO: Mayor and City Council

FROM: Director of Community and Economic Development

SUBJECT: Paratransit Program Agreements

RECOMMENDATION:

It is recommended that the City Council adopt the attached resolutions authorizing the City Manager to submit the FY 2003-04 Annual Paratransit Plan, execute related documents and award a contract to MV Transportation, Inc. to provide general paratransit services.

DISCUSSION:

In November 2001, Alameda County voters approved the extension of the Measure B ½ cent sales tax to fund transportation improvements and services through 2022. The Alameda County Transportation Improvement Authority, which administers the allocation of Measure B funds, desires to enter into a four year Agreement with the City to distribute a share of available paratransit funds to the City. The City will be required under this Agreement to submit an annual City Paratransit Plan (Plan) to ACTIA specifying how it intends to spend these funds.

ACTIA requires the City to submit a draft Paratransit Plan in March of each year. The FY 2003-04 Plan submitted by the City was developed with input from the City's Paratransit Advisory Committee whose membership includes representatives from different paratransit user groups and the Hayward Human Services Commission. The Plan calls for the continuation of the three paratransit service components that are currently in place. The primary component provides traditional paratransit services to older adults and persons with disabilities on an individual and group basis. The two smaller components provide specialized paratransit services that go beyond the scope of traditional paratransit. These specialized paratransit services are carried out through contracts with the Alzheimer Services for the East Bay (ASEB) - Hayward Adult Day Care Program, and with Service Opportunities for Senior, Inc. - Meals on Wheels program.

When the City's FY 2003-04 Paratransit Plan was developed and submitted to ACTIA it was estimated that the City would receive approximately \$562,700 in Measure B paratransit funds. This is approximately \$67,860 less than the amount allocated to the City in FY 2002-03. This reduction is due to the downturn in County sales tax revenues.

Impact of proposed service reductions:

The FY 2003-04 Plan includes reductions to all three Paratransit Program service components. The impact on the primary "traditional" paratransit services will be minimal as service reductions were already implemented in FY 2002-03; it is anticipated that these will simply remain in effect in FY 2003-04. It is expected that the specialized paratransit services provided by ASEB will continue at the current levels, despite a 50% (\$25,000) reduction in funds from the City, due to other ASEB administrative and service reductions. The SOS – Meals on Wheels program is also slated for a 50% reduction (\$16,000) in the FY 2003-04 Plan. However, the City has applied for additional Measure B "stabilization" funds that, if allocated, will enable the project to continue to be supported at FY 2002-03 levels.

Selection of a Paratransit Vendor:

In March of 2003, the City discontinued its Paratransit Services Agreement with Friendly Transportation, Inc. because the contractor did not meet City requirements related to vehicle maintenance and insurance. MV Transportation, Inc. was identified among three possible alternative service providers to take over the Hayward Paratransit Program Agreement on an interim basis until June 30, 2003.

In April, a Request for Proposals (RFP) was released seeking contractors interested in serving as the City's service provider for the traditional paratransit component of the Hayward Paratransit Program. Sixteen transportation service providers received the Paratransit Program RFP. Six submitted applications. Of these, three were invited as finalists to be interviewed by a Paratransit Proposal Review Committee (Committee) that reviewed all of the proposals. The Committee included paratransit clients, a social service agency representative whose clients use paratransit, a representative from the Hayward Human Services Commission and Paratransit Program staff from the cities of Fremont and Hayward. Based on the review of the proposals and the Committee's discussion about each applicants' strengths and weaknesses, the Committee unanimously recommends MV Transportation, Inc.

MV Transportation was not the lowest bidder. However, its proposed hourly rate is within 10% of the low bidder's hourly rate. The Committee felt that other important factors, such as insurance coverage, vehicle maintenance and administrative capacities were so compelling that they recommended MV Transportation over the lowest bidder. Strong references and thorough financial documents demonstrating that the company is fiscally sound were additional factors considered by staff that further supports this recommendation.

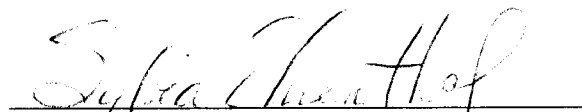
If approved by Council, the contract will be awarded to MV Transportation for one year, effective July 1, 2003. The City will have the option to renew the contract for up to two additional years based on the City's satisfaction with the contractor's performance and the availability of funds. All terms and conditions will remain the same during each contract period unless mutually agreed upon in writing. The contract amount for each subsequent year will be determined prior to the renewal of each contract, and will be dependent on the amount of Measure B funds awarded to the City.

Prepared by:

A handwritten signature in cursive script, appearing to read "David Korth", written over a horizontal line.

David Korth
Social Services Planning Manager

Recommended by:

A handwritten signature in cursive script, appearing to read "Sylvia Ehrenthal", written over a horizontal line.

Sylvia Ehrenthal, Director of Community
and Economic Development

Approved by:

A handwritten signature in cursive script, appearing to read "Jesús Armas", written over a horizontal line.

Jesús Armas, City Manager

DRAFT

HAYWARD CITY COUNCIL

RESOLUTION NO. _____

Introduced by Council Member _____

me
5/14/03

RESOLUTION AUTHORIZING THE CITY MANAGER TO
NEGOTIATE AND AWARD AN AGREEMENT WITH MV
TRANSPORTATION, INC., TO PROVIDE GENERAL
PARATRANSIT SERVICES FOR FISCAL YEAR 2003-04,
WITH THE OPTION TO RENEW THE CONTRACT FOR UP
TO TWO CONSECUTIVE ADDITIONAL YEARS

BE IT RESOLVED by the City Council of the City of Hayward that the City Manager is authorized and directed, on behalf of the City of Hayward, to negotiate and execute an agreement by and between the City of Hayward and MV Transportation, Inc., to provide general paratransit services in fiscal year 2003-04, with the option to renew the contract for up to two additional years depending on the City's satisfaction with the Contractor's performance and the availability of funds, in substantially the form of the agreement on file in the office of the City Clerk, with such amendments, changes, or revisions as the City Manager may consider appropriate upon consultation with the City Attorney. The contract amount for each period will be based on the cost of service delivered and the amount of Measure B funds awarded to the City.

IN COUNCIL, HAYWARD, CALIFORNIA _____, 2003

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:
MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST: _____
City Clerk of the City of Hayward

APPROVED AS TO FORM:

City Attorney of the City of Hayward

DRAFT

HAYWARD CITY COUNCIL

RESOLUTION NO. 03-

Introduced by Council Member _____

mm
5/14/03

RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A FOUR YEAR AGREEMENT WITH THE ALAMEDA COUNTY TRANSPORTATION IMPROVEMENT AUTHORITY (ACTIA); SUBMIT THE FY 2003-04 ANNUAL PARATRANSIT PLAN; AND NEGOTIATE AND EXECUTE ALL DOCUMENTS RELATED TO THE CITY'S ANNUAL PARATRANSIT PLAN

WHEREAS, the Alameda County Transportation Improvement Authority, (ACTIA) which administers the allocation of Measure B funds, desires to enter into a four year Agreement with the City of Hayward pursuant to which it will distribute a share of available paratransit funds to the City; and

WHEREAS, the City will be required under this Agreement to submit an annual City Paratransit Plan (Plan) to ACTIA specifying how it intends to spend its portion of Measure B funds; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hayward that the City Manager is authorized and directed as follows:

1. Enter into a four year Agreement with ACTIA to receive Measure B Paratransit Funds during the period July 1, 2003 through June 30, 2007;
2. Submit the FY 2003-04 Annual paratransit Plan required by ACTIA to claim Measure B Paratransit Funds;
3. Negotiate and execute any and all documents related to and in support of the City's Annual Paratransit Plan.

IN COUNCIL, HAYWARD, CALIFORNIA _____, 2003

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:

MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST: _____
City Clerk of the City of Hayward

APPROVED AS TO FORM:

City Attorney of the City of Hayward